

Report of Training Programs Conducted in Academic Year 2018-19

1. Training Topic: Upskilling students on MS -Excel

Spreadsheets are an essential business and accounting tool. To make students learn to organize and categorize data into a logical format. Once this data is entered into the spreadsheet, students can use it to help manage and grow the business by analyzing the information. To give them the understanding to use different types of formulae and functions.

Summary: This training was conducted based on HR feedback and industry requirements. The students were not comfortable with excel at work. Also, a few companies were conducting an Excel test during the selection process and our students were facing problems. Hence, it was discussed with management and decided to impart Excel training to the students. Our Alumnus, Mr. Vaibhav Shah, was identified for the same. His feedback was excellent. The students were told about the assignment at the end of the training and awarded certificates to those who got 60% and above marks in the test.

Date of the activity:

28th July to 6th October 2018 (Vaibhav Shah)

3rd, 4th, 5th, 8th, ninth 10th, 11th, 12th, 15th & 16th April 2019 (Abhishek Salecha)

Name & Designation of Speaker: Mr. Vaibhav Shah - Analyst BNP Paribas/ Mr.Abhisek Salecha - Co-Founder - ForeVision

Number of students enrolled: 179 PGDM II & 60 PGDM I (Abhishek Salecha)

Outcomes – The students learned basic Excel and Finance students were trained on Advance Excel too. The students learned to format data and cells and construct formulas, including built-in functions and relative and absolute references. Create and modify charts. Preview and print worksheets. Better selection results during placement. Students were confident while appearing for Excel Tests.

Photos:



Advance excel training session conducted by Vaibhav Shah 28th July to 6th October & Excel training session conducted 3rd to 16th April 2019 by Abhishek Salecha

**MEMORANDUM OF
UNDERSTANDING(MOU)**

BETWEEN

**St. Francis Institute of Management &
Research**

"A" Grade by NAAC & ISO 9001-2015 Certified Institute

&

ForeVision

MEMORANDUM OF UNDERSTANDING

This **Memorandum of Understanding** (hereinafter called as the 'MOU') is entered into on this the 15th day of – May – Two Thousand Eighteen (15/05/2018).

To,

ForeVision

We are pleased to get into an association with your esteemed organisation as our Training and Placement partner.

Purpose:

1. To give a holistic development to students on Personality/ Softskills /Technical Skills by training our students as per industry requirement identified by the Institute.
2. To assist institute by sharing job leads received from your clients for Final Placement & Summer Internships

Internships and Placement of Students: Terms and Conditions

1. The company name, package, profile and job location will be communicated to the Institute and it will be kept confidential by the Institute till the consultancy notify for its disclosure.
2. The consultancy will not be approaching to the students directly, whose CVs are shared by the Institute for the current year placement till 30th June.
3. In case any student approaches you directly or indirectly for any job related issues, the consultancy will inform the concerned person of the Institute by an e-mail, giving student details.
4. The information about scheduling any selection process will be informed to the Institute well in advance and if possible can be consulted before fixing a date with the company.
5. Both Parties to obtain all internal approvals, consents, permissions, and licenses of whatsoever nature required for offering the Programs on the terms specified herein.
6. There shall be no monetary transactions from either side.

You will be sharing the job profiles for the following fields of specialization. (Please Tickmark)

Marketing	<input type="checkbox"/>	Finance	<input type="checkbox"/>	Human Resources	<input type="checkbox"/>
Information Technology	<input type="checkbox"/>	Operations	<input type="checkbox"/>	Not Applicable	<input checked="" type="checkbox"/>

Training Students : Terms and Conditions

1. The consultancy will not be approaching students directly for any monetary benefits.
2. Training should be conducted based on Skill requirement identified by the institute.
3. Both Parties to obtain all internal approvals, consents, permissions, and licenses of whatsoever nature required for offering the Programs on the terms specified herein.
4. Training remunerations if applicable, will be as per the Institutes policy or with mutual consent with due approvals of institute's management.

You will be imparting Training to the students in the following areas. (Please Tickmark)

Soft Skills	<input type="checkbox"/>	Technical	<input checked="" type="checkbox"/>
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Other : _____

Validity:

This Agreement will be valid until it is expressly terminated by either Party on mutually agreed terms, by way of communication, correspondence etc.


Both Parties may terminate this MOU upon 30 calendar days' notice in writing. In the event of Termination, both parties have to discharge their obligations.

I have gone through all the terms and conditions and have understood all the implications thereof. I agree to the above terms and conditions and in token of my acceptances I hereby affix my signature & Stamp to this document.

AGREED:

For
St. Francis Institute of Management & Research

For
ForeVision


Sangeeta Varma
Manager Corporate Relation & Placement
St. Francis Institute of Management & Research
Mt. Painsur, S. V. P. Road, Borivali (West),
Mumbai - 400 103 - Tel : 022 28917089

FOR FOREVISION



DIRECTOR

Authorized Signatory & Stamp of Institute

Name : Ms. Sangeeta Varma

Designation: Manager Corporate Relations
& Placement

Authorized Signatory & Stamp of Company

Name : Mr. Abhisek Salecha

Designation: Co-Founder - ForeVision

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